

Project Management Report to Council

April 6, 2023

1. Financials
 - a. We still have contingency room within our \$6.5M budget
2. ICIP
 - a. ICIP is currently undergoing their annual audit so won't release payments on claim #17 or #18 until after April 17th when their audit process is complete.
3. Status Update:
 - a. Sidewalk Extension
 - i. I've gone out to four companies for quotes to widen the sidewalk along the front of the building by an additional 36". To date, I've only received one quote back.
 - b. Furniture
 - i. The office furniture shipped the week of March 22nd to Saskatoon. I expect we will see it the week of April 10th.
 - ii. The large meeting room furniture is expected the week of April 10th.
 - iii. The ship date for the small meeting room table is May 3rd.
 - c. Donor Tree
 - i. We have been working with Across the Board Creations on revising the names on the bronze leaves so that they might be more visible. Unfortunately, the individual I've been working with suddenly passed away. I anticipate it will be a few weeks before we have a solution from Across the Board.
 - d. Signage
 - i. We're anticipating installation at the end of April if the weather warms up sufficiently to avoid cracking during installation.
 - e. Landscaping
 - i. We've started to move ahead with Broderick Gardens for the landscaping project
 - ii. We're currently working on finalizing the paving stone with the Advisory Committee
 - f. Sink upgrade/addition
 - i. The pot sink legs have been extended and base modified to work with the existing pipes. The sink is now plumbed in and functional. You may notice some rust spots in the sink. This is normal as freshly welded stainless steel takes some time to oxidize and create a truly "stainless steel" finish. I do not expect the rust spots to be a long term problem.
 - ii. The wider double basin sink has been installed. I have the old sink on the Facebook marketplace for \$100.
 - g. Access Control

- i. Sure Innovations has ordered the components for our access control system. They're anticipating arrival of components mid-April and installation the last week of April.
 - ii. After installation, there will be a training session that I would recommend the Village Administrator and Assistant Administrator both attend in order to learn how to program the new fobs.
 - h. Locksmithing
 - i. We have hired CP Distributors to change the locks throughout the building. CP has come out and re-keyed the whole building. There was a long lead time on black cylinders, so we have some doors with temporary cylinders. We're expecting the black cylinders the last week of April with installation following shortly after.
 - ii. I ordered a combination of stainless and black kick-down door stops. Only the stainless have arrived. I am awaiting a lead time on the black ones.
- 4. Deficiency/Warranty Items:
 - a. We are anticipating the flooring removal and new flooring installation to start and finish in May. I've advised Quorex of our existing bookings and that they must work around them.
 - b. Quorex is aware of a list of deficiency items that we're working together to rectify while disturbing the operations of the building as minimally as possible.
 - c. I've adjusted the lights on the living wall again to reduce their run time to 10 am – 7 pm as some of the plants at the top were getting sun burnt.